



**Energy Efficiency and Conservation Block Grants (EECBG)
Competitive Local Government Sub-Grants**

REQUEST FOR PROPOSALS

The Clean Energy Development Fund is seeking proposals from eligible units of local government for projects that implement energy efficiency measures in buildings and transportation, install energy efficient traffic signals and street lighting; provide energy efficiency financial incentive programs, or install renewable energy generation systems. Eligible “units of local government” include cities, towns, town school districts, incorporated schools, and incorporated villages. Units of local government that were eligible for direct Energy Efficiency and Conservation Block Grant (EECBG) funding from the U.S. Department of Energy (Town of Bennington, Town of Brattleboro, Burlington, Town of Colchester, Town of Essex, Village of Essex Junction, Town of Hartford, Town of Milton, Rutland, South Burlington, Addison County, Caledonia County, Chittenden County, Franklin County, Orange County, Orleans County, Rutland County, Washington County, Windham County, and Windsor County) **are not** eligible. Regional Planning Commissions are also not eligible as they are already receiving direct EECBG funds. Towns, Villages, and schools within these towns/cities/counties **are** eligible.

Applicants may submit proposals for projects in the following categories: *Energy Efficiency Retrofits*, *Financial Incentive Programs for Energy Efficiency*, *Implementation of Transportation Projects*, *Renewable Energy Technologies on Government Buildings*, and *Traffic Signals and Street Lighting*. An applicant may submit more than one proposal, but must submit a separate proposal for each category. Regardless of the number of projects submitted, the maximum amount of funds to any eligible entity is \$100,000. All projects must be based in Vermont. All electric-generation projects must be grid-connected. Funds can not be used for projects that have already begun construction and/or equipment purchases have been made.

There is a **maximum** award of \$50,000 for *Energy Efficiency Retrofits*, \$250,000 for *Financial Incentive Programs for Energy Efficiency*, \$25,000 for *Implementation of Transportation Projects*, \$75,000 for *Renewable Energy Technologies on Government Buildings*, and \$50,000 for *Traffic Signals and Street Lighting*. The **minimum** amount that an applicant can apply for is \$10,000 (for each project category).

A total of \$4.8 million in funding will be awarded. All projects must include a minimum of a 10% match from applicants (which can be cash or in-kind). Match greater than the required amounts is encouraged, and preference may be given to projects requesting lower funding amounts than comparable projects.

All grant awards will be funded using American Recovery and Reinvestment Act (ARRA) monies and therefore applicants will be subjected to unprecedented levels of transparency and

reporting requirements including, but not limited to: reporting, tracking and segregation of incurred costs; job creating and preservation reporting; access to records; and ensuring wage rates.

The attached Request for Proposals contains the necessary information for eligible applicants to submit a proposal.

There will be two steps to the application process. First, an **Initial Application** will be due by **4:00 P.M. on Tuesday, December 8, 2009**. Information on what should be included in the Initial Application is included in each project category description on pages 4-9 of the RFP, as well as the form included in Appendix A. The Initial Applications will be reviewed and scored and a select number of applicants will be invited to submit **Comprehensive Applications**, which will be due by **4:00 P.M. on Tuesday, February 23, 2010**. Applicants will be notified if they have been selected to submit a Comprehensive Application before the end of December. Information on what should be included in the Comprehensive Application is included in each project category description as well as on pages 9-15 of the RFP. Being invited to submit a Comprehensive Application **does not** insure that an applicants project will be funded. The intent will be to select slightly more applications than can be funded (probably \$5-\$5.5 million in proposals and \$4.8 can be funded).

Applicants mailing proposals should allow adequate time to ensure receipt of their proposal(s) by the deadline. Proposals received after the deadline will not be considered. One original signed hard copy, five additional copies, and an electronic copy (which can be emailed or submitted on a CD) of the applications must be delivered to Kelly Launder at the Vermont Department of Public Service. **Both** electronic and hard copies must arrive before the deadline. Proposals and questions should be addressed to:

Kelly Launder
Vermont Department of Public Service
112 State Street
Montpelier, VT 05620-2601
Phone: (802) 828-4039
Email: kelly.launder@state.vt.us